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**DISTRICT ATTORNEY OF THE THIRTY-FIRST
JUDICIAL DISTRICT
Jennings, Louisiana**

**Basic Financial Statements
As of and for the Year Ended December 31, 2004
With Supplemental Information Schedules**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 7/13/05

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT

Jennings, Louisiana

Basic Financial Statements

As of and for the Year Ended December 31, 2004

With Supplemental Information Schedules

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INDEPENDENT AUDITOR'S REPORT

Honorable Michael C. Cassidy
District Attorney
Thirty-First Judicial District
Jennings, Louisiana

I have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the District Attorney of the Thirty-First Judicial District (District Attorney), a component unit of the Jefferson Davis Parish Police Jury, as for the year ended December 31, 2004, which collectively comprise the District Attorney's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District Attorney's management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the District Attorney, as of December 31, 2004, and the respective changes in the financial position thereof for the year ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 12, the District Attorney has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, as amended and interpreted, as of December 31, 2004.

In accordance with *Government Auditing Standards*, I have also issued my report dated June 24, 2005 on my consideration of District Attorney's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts and grants. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of my audit.

The District Attorney has not presented a management's discussion and analysis that accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the basic financial statements. The budgetary comparison information on pages 29 to 32, is not a required part of the basic financial statements but is supplementary information required by accounting

principles generally accepted in the United States of America. I have applied certain limited procedures, which consisted principally of inquires of management regarding the methods of measurement and presentation of the supplementary information. However, I did not audit the information and express no opinion on it.

Mike B. Gillespie, CPA, APAC

Jennings, Louisiana

June 24, 2005

BASIC FINANCIAL STATEMENTS

**GOVERNMENT-WIDE
FINANCIAL STATEMENTS (GWFS)**

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
Statement of Net Assets
December 31, 2004

Statement A

ASSETS

Cash and cash equivalents	\$ 62,367
Investments	467,940
Receivables:	
Due from other governments	99,483
Capital assets:	
Exhaustible capital assets, net of depreciation	101,463

TOTAL ASSETS

731,253

LIABILITIES

Accounts payable	12,575
Payroll deductions, withholdings, and accrued salaries payable	1,422
Due to other governments	16,968

TOTAL LIABILITIES

30,965

NET ASSETS

Invested in capital assets, net of related debt	101,463
Unrestricted	598,825

TOTAL NET ASSETS

\$ 700,288

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
Statement of Activities
For the Year Ended December 31, 2004

Statement B

EXPENDITURES/ EXPENSES

Judiciary:

Salaries and related benefits	\$ 815,494
Advertising, dues and subscriptions	24,683
Communications	48,675
Repairs and maintenance	6,934
Professional services	33,739
Insurance	14,289
Office supplies	43,219
Operating supplies	8,259
Travel and professional development	44,088
Intergovernmental expenditure:	
Distribution to other governments - LACE	235,790
Depreciation expense	33,729
Other	60,013
Total Program Expenditures/ Expenses	<u>1,368,912</u>

PROGRAM REVENUES

Commission on fines and forfeitures	428,965
Charges for services	18,275
Operating grants and contributions	897,644
Total Program Revenues	<u>1,344,884</u>
Net Program Expenses	<u>(24,028)</u>

GENERAL REVENUES

Interest earned	5,582
Miscellaneous	1,474
Total General Revenues	<u>7,056</u>

CHANGE IN NET ASSETS

(16,972)

NET ASSETS- BEGINNING OF YEAR

717,260

NET ASSETS- END OF YEAR

\$ 700,288

The accompanying notes are an integral part of this statement.

BASIC FINANCIAL STATEMENTS
FUND FINANCIAL STATEMENTS (FFS)

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
Balance Sheet
December 31, 2004

Statement C

	General Fund	Title IV-D	Drug Forfeiture	Other Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 33,066	\$ 1,889	\$ 2,684	\$ 24,728	\$ 62,367
Investments	304,695	17,962	127,872	17,411	467,940
Receivables:					-
Due from other governments	76,469	23,014	-	-	99,483
Interfund receivables	17,180	-	-	-	17,180
Total Assets	\$ 431,410	\$ 42,865	\$ 130,556	\$ 42,139	\$ 646,970
LIABILITIES AND FUND BALANCES					
Accounts payable	\$ 10,016	\$ 20	\$ 1,377	\$ 1,162	\$ 12,575
Payroll deductions, withholdings, and accrued salaries payable	1,422	-	-	-	1,422
Due to other governments	16,968	-	-	-	16,968
Interfund payables	-	4,000	12,500	680	17,180
Total Liabilities	28,406	4,020	13,877	1,842	48,145
FUND BALANCES					
Unreserved - undesignated	403,004	38,845	116,679	40,297	598,825
Total Fund Balances	403,004	38,845	116,679	40,297	598,825
TOTAL LIABILITIES AND FUND BALANCES	\$ 431,410	\$ 42,865	\$ 130,556	\$ 42,139	\$ 646,970

The accompanying notes are an integral part of this statement.

**DISTRICT ATTORNEY OF THE THIRTY-FIRST DISTRICT
Reconciliation of the Governmental Funds
Balance Sheet to the Statement of Net Assets
December 31, 2004**

Statement D

Total Ending Fund Balances - Governmental Funds (Statement C)	\$	598,825
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Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds.

Costs of capital assets	\$	348,907	
Accumulated depreciation		<u>(247,444)</u>	101,463

Net Assets (Statement A)	\$	<u><u>700,288</u></u>
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The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
GOVERNMENTAL FUNDS
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the Year Ended December 31, 2004

Statement E

	General Fund	Title IV-D	Drug Forfeiture	Other Funds	Total Governmental Funds
REVENUES					
Commissions on fines and forfeitures	\$ 371,169	\$ -	\$ 21,177	\$ 36,619	\$ 428,965
Intergovernmental revenues:					
Federal	33,583	45,409	-	-	78,992
State	184,530	23,393	-	-	207,923
Parish	610,729	-	-	-	610,729
Charges for services	1,750	-	-	16,525	18,275
Interest earnings	3,679	201	1,489	213	5,582
Other revenues	1,474	-	-	-	1,474
Total Revenues	<u>1,206,914</u>	<u>69,003</u>	<u>22,666</u>	<u>53,357</u>	<u>1,351,940</u>
EXPENDITURES					
Current:					
General government - Judicial					
Salaries and related benefits	752,935	62,559	-	-	815,494
Advertising, dues and subscriptions	12,657	-	10,974	1,052	24,683
Communications	46,736	1,939	-	-	48,675
Repairs and maintenance	5,772	-	-	1,162	6,934
Professional services	9,159	-	-	24,580	33,739
Insurance	6,692	-	-	7,597	14,289
Office supplies	42,100	685	-	434	43,219
Operating supplies	7,390	-	869	-	8,259
Travel and professional development	44,088	-	-	-	44,088
Other expenditures	30,640	2	20,654	8,717	60,013
Intergovernmental expenditures:					
Distributions to other governments-LACE	235,790	-	-	-	235,790
Capital outlay	9,030	-	-	8,935	17,965
Total expenditures	<u>1,202,989</u>	<u>65,185</u>	<u>32,497</u>	<u>52,477</u>	<u>1,353,148</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	<u>3,925</u>	<u>3,818</u>	<u>(9,831)</u>	<u>880</u>	<u>(1,208)</u>
OTHER FINANCING SOURCES (USES):					
Operating transfers in	-	-	-	-	-
Operating transfers out	-	-	-	-	-
Total Other Financing Sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGES IN FUND BALANCES	3,925	3,818	(9,831)	880	(1,208)
FUND BALANCES BEGINNING OF YEAR	399,079	35,027	126,510	39,417	600,033
FUND BALANCES END OF YEAR	<u>\$ 403,004</u>	<u>\$ 38,845</u>	<u>\$ 116,679</u>	<u>\$ 40,297</u>	<u>\$ 598,825</u>

The accompanying notes are an integral part of this statement.

**DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balance of Governmental Funds to the Statement of Activities
For the Year Ended December 31, 2004**

Statement F

Total Net Change in Fund Balance - Governmental Funds (Statement E) **\$ (1,208)**

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense exceeds capital outlays in the period:

Depreciation expense	\$	(33,729)		
Capital outlays		<u>17,965</u>		(15,764)

Change In Net Assets of Governmental Activities (Statement B) **\$ (16,972)**

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
FIDUCIARY FUNDS
Statement of Fiduciary Net Assets
December 31, 2004

Statement G

	<u>Total Agency Funds</u>
ASSETS	
Cash and cash equivalents	\$ 3,441,662
Receivables:	
Other	120
TOTAL ASSETS	<u>\$ 3,441,782</u>
LIABILITIES	
Due to others	\$ 3,441,782
TOTAL LIABILITIES	<u>\$ 3,441,782</u>

The accompanying notes are an integral part of this statement.

NOTES TO THE BASIC FINANCIAL STATEMENTS

**DISTRICT ATTORNEY OF THE THIRTY-FIRST
JUDICIAL DISTRICT**
Jennings, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 2004

INTRODUCTION

Under constitutional provisions and LSA-RS 15.571, the office of the District Attorney is established within each judicial district. The District Attorney serves a term of six years and takes office on the first day of January following the election.

As provided by LSA-RS 16:1, the District Attorney represents the state in all civil actions, is in charge of every criminal prosecution by the state in his district, is the representative of the state before the grand juries in his district, and is the legal advisor to the grand juries. In addition, the District Attorney can ex officio be the regular attorney and counsel for the police jury, the parish school board within the district, and all state boards or commissions domiciled therein the members of which, in whole or in part, are elected by the people or appointed by the governor or other prescribed authority.

The jurisdiction of the District Attorney of the Thirty-First Judicial District is comprised of Jefferson Davis Parish and the office is located in the parish courthouse in the city of Jennings. The staff of the District Attorney is made up of fifteen employees including the District Attorney, four assistant District Attorneys, two investigators, an investigative assistant, a victim's coordinator and six clerical personnel.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. REPORTING ENTITY

The District Attorney is an independent elected official; however, the District Attorney is fiscally dependent on the Jefferson Davis Parish Police Jury. The police jury maintains and operates the parish courthouse in which the District Attorney's office is located and provides funds for equipment and furniture of the District Attorney's office. In addition, the police jury's general purpose financial statements would be incomplete or misleading without inclusion of the District Attorney. For these reasons, the District Attorney was determined to be a component unit of the Jefferson Davis Parish Police Jury, the financial reporting entity.

The accompanying financial statements present information only on the funds maintained by the District Attorney and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that compromise the financial reporting entity.

B. BASIS OF PRESENTATION

The accompanying financial statements of the Thirty-First Judicial District have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, issued in June 1999.

**DISTRICT ATTORNEY OF THE THIRTY-FIRST
JUDICIAL DISTRICT**
Jennings, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 2004

Government-Wide Financial Statements (GWFS)

The government-wide financial statements (GWFS) report information on all of the nonfiduciary activities of the District Attorney. For the most part, the effect of the interfund activity has been removed from these statements.

The statement of net assets presents information on all of the District Attorney's assets and liabilities, with the difference between the two reported as net assets. Over time, increases and decreases in net assets may serve as a useful indicator of whether the financial position of the District Attorney is improving or deteriorating.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Indirect expenses of other functions are not allocated to those functions but are reported separately in the statement of activities.

Fund Financial Statements (FFS)

Separate fund financial statements (FFS) are provided for governmental funds and fiduciary funds, even though the latter are excluded from the GWFS. Major individual governmental funds are reported as separate columns in the fund financial statements.

The District Attorney uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain District Attorney functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts. The following fund type are used by the District Attorney:

Governmental Funds. Governmental funds account for all or most of the District Attorney's general activities. These funds focus on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may be used. Current liabilities are assigned to the fund from which they will be paid. The difference between a governmental fund's assets and liabilities is reported as fund balance. In general, fund balance represents the accumulated expendable resources which may be used to finance future period programs or operations of the District Attorney. The following are the District Attorney's major governmental funds.

General Fund – The primary operating fund of the District Attorney and it accounts for all financial resources, except those required to be accounted for in other funds. The General Fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and according to District Attorney policy. The General Fund was established in compliance with Louisiana Revised Statute 15:571.11, which provides that 12 percent of the fines collected and bonds forfeited be transmitted to the District Attorney to defray the necessary expenditures of his office.

**DISTRICT ATTORNEY OF THE THIRTY-FIRST
JUDICIAL DISTRICT**
Jennings, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 2004

Title IV-D Special Revenue Fund - The Title IV-D Special Revenue Fund consists of incentive payments and reimbursement grants from the Louisiana Department of Social Services, authorized by Act 117 of 1975, to establish family and child support programs compatible with Title IV-D of the social security act. The purpose of the fund is to enforce the support obligation owed by absent parents to their families and children, to locate absent parents, to establish paternity, and to obtain family and child support.

Drug Forfeiture Special Revenue Fund - The Drug Forfeiture Special Revenue Fund consists of 20% of the fines collected and bonds forfeited under the Seizure and Controlled Dangerous Substances Property Forfeiture Act of 1989 as prescribed under LRS 40:2616. At the discretion of the District Attorney these funds are put in this special revenue fund instead of the general fund as allowed by law. As provided by LRS 40:2616, these funds can be used for public purposes including, but not limited to use for prosecution, rewards, support and continuing legal education in furtherance of Chapter 26 Title 40.

Additionally the following are the District Attorney's nonmajor governmental funds:

Worthless Check Collection Fee Special Revenue Fund - The Worthless Check Collection Fee Special Revenue Fund consists of fees collected in accordance with Louisiana Revised Statute 16:15, which provides for a specific fee whenever the District Attorney's office collects and processes a worthless check. Expenditures from this fund are at the sole discretion of the District Attorney and may be used to defray the salaries and the expenses of the office of the District Attorney, but may not be used to supplement the salary of the District Attorney.

Pre-Trial Intervention Special Revenue Fund - The Pre-Trial Intervention Special Revenue Fund was established by the District Attorney to isolate the program revenues and expenditures. The program is a diversion program which is offered to selected non-violent offenders as an alternative to prosecution. Participants receive coordinated assistance in job placement, educational and vocational referrals, personal and group counseling, and referrals to other community agencies appropriate to their needs. The revenues for this fund are derived from charges for services to participants and operating transfers from other funds of the District Attorney.

Fiduciary Funds. Fiduciary funds account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the District Attorney. The District Attorney's fiduciary funds include:

Escrow Agency Fund - The Escrow Agency Fund was created to account for collections by the District Attorney's office which are to be distributed to other agencies and victims

**DISTRICT ATTORNEY OF THE THIRTY-FIRST
JUDICIAL DISTRICT**
Jennings, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 2004

of crimes. This fund is custodial in nature (assets equal liabilities) and does not involve the measurement of results of operations.

Drug Asset Seizure Agency Fund - The Drug Asset Seizure Agency Fund was established in compliance with Louisiana Revised Statute 40:2616, which provides that the proceeds of any sale and any monies forfeited or obtained by judgment or settlement under the Seizure and Controlled Dangerous Substances Property Forfeiture Act of 1989 shall be deposited into a special trust fund until the court determines equitable distribution of these funds. This agency fund is custodial in nature (assets equal liabilities) and does not involve the measurement of results of operations. The law provides that the District Attorney shall administer expenditures from this fund in the following priority:

- For satisfaction of any bona fide security interest or lien.
- Thereafter, for payment of all proper expenses of the proceedings for forfeiture and sale, including expenses of seizure, maintenance of custody, advertising, and court costs.
- The remaining funds are to be allocated 60% to the law enforcement agency or agencies making the seizure, 20% to the criminal court fund, and 20% to any District Attorney's office that handles the forfeiture action for the state.

Worthless Check Escrow Agency Fund - This fund was established to account for collections of worthless check restitution and fees to be distributed to victims and other government agencies. This fund is custodial in nature (assets equal liabilities) and does not involve the measurement of results of operations.

C. MEASUREMENT FOCUS / BASIS OF ACCOUNTING

Fund Financial Statements (FFS)

The amounts reflected in the General Fund, Major Funds, and Other Funds, of Statement C and E, are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of District Attorney operations.

The amounts reflected in the General Fund, Major Funds, and Other Funds, of Statement C and E, use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The District Attorney considers all revenues available if they are collected within

**DISTRICT ATTORNEY OF THE THIRTY-FIRST
JUDICIAL DISTRICT**
Jennings, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 2004

60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations were expected to be liquidated with expendable available financial resources. The governmental funds use the following practices in recording revenues and expenditures:

Revenues

Intergovernmental revenues and fees, charges for services, and commissions on fines and forfeitures are recorded when the District Attorney is entitled to the funds or earlier if susceptible to accrual criteria are met. Investment earnings are recorded as earned since they are measurable and available. Substantially all other revenues are recorded when received.

Expenditures

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid are accounted for as other financing sources and uses in the accounting period in which the transfers occur. Proceeds from the sale of fixed assets and insurance proceeds received on damaged fixed assets are also accounted for as other financing sources and are recognized when received.

Government-Wide Financial Statements (GWFS)

The Statement of Net Assets (Statement A) and the Statement of Activities (Statement B) display information about the District Attorney as a whole. These statements include all the financial activities of the District Attorney. Information contained in these columns reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*.

Program Revenues – Program revenues included in the Statement of Activities (Statement B) are derived directly from District Attorney users as a fee for services; program revenues reduce the cost of the function to be financed from the District Attorney's general revenues.

D. DEPOSITS AND INVESTMENTS

Cash includes amounts in demand deposit, interest-bearing demand deposits, and time deposits. Cash equivalents include amounts in time deposits and those investments with original maturities

**DISTRICT ATTORNEY OF THE THIRTY-FIRST
JUDICIAL DISTRICT**
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Notes to the Financial Statements
As of and for the Year Ended December 31, 2004

of ninety days or less. Under state law, the District Attorney may deposit funds in demand deposits, interest bearing demand deposits, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

State statutes authorize the District Attorney to invest in United States bonds, treasury notes and bills, or certificates or time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. In addition, local governments in Louisiana are authorized to invest in the Louisiana Asset Management Pool, Inc. (LAMP), a non-profit corporation formed by an initiative of the State Treasurer and organized under the laws of the State of Louisiana, which operates a local government investment pool. In accordance with GASB Statement 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, the District Attorney has stated their investments at cost. Investments with a maturity at time of purchase of greater than one year are presented at fair value. Fair value is determined by obtaining "quoted" year end market prices. The District Attorney had no investments with an original maturity greater than one year at time of purchase and thus no amounts at fair value are listed in the balance sheet.

E. SHORT-TERM INTERFUND RECEIVABLES / PAYABLES

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables/ payables are classified as interfund receivable/payables on the FFS balance sheet. Short-term interfund loans are also classified as interfund receivables/ payables.

F. CAPITAL ASSETS

Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Approximately four percent of capital asset costs have been estimated. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The District Attorney maintains a threshold level of \$300 or more for capitalizing capital assets.

Capital assets are recorded in the Statement of Net Assets and Statements of Activities. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

Vehicles	5 years
Improvements	5 – 20 years
Furniture and equipment	5 – 10 years
Other	5 – 20 years

**DISTRICT ATTORNEY OF THE THIRTY-FIRST
JUDICIAL DISTRICT**
Jennings, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 2004

G. COMPENSATED ABSENCES

The District Attorney has the following policy relating to vacation and sick leave:

Vacations

Clerical personnel are granted ten working days per year for the first through the fifth year of service, fifteen working days per year for the sixth through the twelfth year; and twenty working days per year for service beyond twelve years. Primarily all of the clerical personnel's salaries are paid by the police jury's criminal court fund. This part of the vacation liability applies to the police jury and not the District Attorney's office. However, vacation time must be taken before the end of the year or it is forfeited. The District Attorney does not allow vacation time to accumulate or vest beyond year end.

All District Attorneys and the administrative and investigative assistants are authorized ten working days per year for the first year of service, then fifteen working days per year for the second through tenth year of service; and twenty-five days per year after ten years of service.

Vacation time must be used before the end of the year or it is forfeited. The District Attorney does not allow vacation time to accumulate or vest beyond year end.

Sick Leave

Each employee shall accrue sick leave at the rate of one day per month, the first five years, and then one and a half days per month for all years thereafter. Accumulated sick leave cannot exceed 180 days. Employees cannot be paid for accrued sick leave when they resign, retire or are terminated.

The cost of current leave privileges, computed in accordance with GASB Codification Section C60, is recognized as current year expenditure in the governmental funds when the leave is actually taken. As of December 31, 2004, the District Attorney did not have a liability for accrued vacation leave since this benefit does not vest past year end. Therefore the financial statements do not contain a liability for unpaid vacation pay. The District Attorney does not accrue a liability for nonvesting accumulating rights to receive sick pay benefits as allowed by GASB C60.611.

H. FUND EQUITY

In the fund financial statements, governmental funds report reservations of fund balances for amounts that are not available for appropriations or are legally restricted by outside parties for use for a specific purpose. Any designations of fund balance represent tentative management plans that are subject to change.

**DISTRICT ATTORNEY OF THE THIRTY-FIRST
JUDICIAL DISTRICT**
Jennings, Louisiana

Notes to the Financial Statements
As of and for the Year Ended December 31, 2004

I. INTERFUND TRANSACTIONS

Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed. Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other interfund transactions are reported as operating transfers.

J. ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

2. DEPOSITS AND INVESTMENTS

Deposits

At December 31, 2004, the District Attorney has cash and cash equivalents (book balances) totaling \$3,504,029 as follows:

Demand deposits	\$ 95,628
Interest-bearing demand deposits	<u>3,408,401</u>
	<u>\$ 3,504,029</u>

Cash and equivalents are reported in the financial statements as follows:

Government-wide statement of net assets	\$ 62,367
Fiduciary funds statement of net assets	<u>3,441,662</u>
	<u>\$ 3,504,029</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

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At December 31, 2004, the District Attorney has \$ 3,553,202 in deposits (collected bank balances). These deposits are secured from risk by \$ 243,837 of federal deposit insurance and \$3,309,365 of pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 3).

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the District Attorney that the fiscal agent has failed to pay deposited funds upon demand.

Investments

The District Attorney invests in certificates of deposit and participates in the Louisiana Asset Management Pool, Inc. (LAMP), which is an external local government investment pool. In accordance with GASB Statement 3, *Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements*, the investment in LAMP at year end is not categorized in the three risk categories provided by this statement because the investment is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form. LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana, which was formed by an initiative of the State Treasurer in 1993. The corporation is governed by a board of directors comprising the State Treasurer, representatives from various organizations of local government, the Government Finance Officers Association of Louisiana, and the Society of Louisiana CPA's. Only local governments having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high-quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest. Accordingly, LAMP investments are restricted to securities issued, guaranteed, or backed by the U.S. Treasury, the U.S. Government or one of its agencies, enterprises, or instrumentalities, as well as repurchase agreements collateralized by those securities. The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days. LAMP is designed to be highly liquid to give its participants immediate access to their account balances.

The fair value of the position in the pool is the same as the value of the pool shares.

Investments are categorized into the following three categories of credit risk in accordance with GASB 3 to give an indication of the level of risk assumed by the District Attorney.

Category 1 – includes investments that are insured or registered, or securities held by the government or its agent in the District Attorney's name.

Category 2 – includes investments that are uninsured and unregistered, with securities held by the counterparty's trust department or agent in the District Attorney's name.

**DISTRICT ATTORNEY OF THE THIRTY-FIRST
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As of and for the Year Ended December 31, 2004

Category 3 – includes investments that are uninsured and unregistered, with securities held by the counterparty, or by its trust department or agent but not in the District Attorney's name.

At year end the District Attorney's investment balances were as follows:

<u>Investment Type</u>	<u>Category 1</u>	<u>Category 3</u>	<u>Carrying Amount</u>	<u>Fair Value</u>
Certificates of Deposit	\$ 201,654	\$ 6,576	\$ 208,230	\$ 208,230
Total	<u>201,654</u>	<u>6,576</u>	208,230	208,230
Investments not subject to categorization:				
Louisiana Assets Management Pool			259,710	259,710
Total Investments			<u>467,940</u>	<u>\$ 467,940</u>

3. RECEIVABLES

Accounts receivable at December 31, 2004, are as follows:

<u>Class of Receivable</u>	<u>General Fund</u>	<u>Title IV-D</u>	<u>Drug Forfeiture</u>	<u>Other Funds</u>	<u>Total</u>
Due from other governments					
Fines and forfeitures	\$ 40,065	\$ -	\$ -	\$ -	\$ 40,065
LACE program	18,658	-	-	-	18,658
Operating subsidies	17,746				17,746
Title IV-D administrative Payments	-	23,014	-	-	23,014
Less allowance for uncollectibles	-	-	-	-	-
Total	<u>\$ 76,469</u>	<u>\$ 23,014</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 99,483</u>

4. INTERFUND RECEIVABLES AND PAYABLES

Interfund balances at December 31, 2004 were as follows:

<u>Due To</u>	<u>Due From</u>				<u>Total</u>
	<u>General Fund</u>	<u>Title IV-D</u>	<u>Drug Forfeiture</u>	<u>Other Funds</u>	
General Fund	\$ -	\$ 4,000	\$ 12,500	\$ 680	\$ 17,180
	<u>\$ -</u>	<u>\$ 4,000</u>	<u>\$ 12,500</u>	<u>\$ 680</u>	<u>\$ 17,180</u>

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The \$4,000 and \$12,500 balances above represent loans made by the General Fund to these funds. These amounts are expected to be repaid within the next fiscal year.

All remaining balances resulted from the timing lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

5. CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended December 31, 2004, is as follows:

	Balance Beginning	Additions	Deletions	Ending Balance
Vehicles	\$ 49,054	\$ 13,795	\$ 12,007	\$ 50,842
Improvements	69,555	-0-	-0-	69,555
Equipment and furniture	220,915	4,170	4,144	220,941
Other	7,569	-0-	-0-	7,569
Total	\$ 347,093	\$ 17,965	\$ 16,151	\$ 348,907
Less accumulated depreciation				
for:				
Vehicles	25,565	10,128	12,007	23,686
Improvements	35,202	4,290	-	39,492
Equipment and furniture	167,313	18,019	4,144	181,188
Other	1,786	1,292	-	3,078
Total accumulated depreciation	229,866	33,729	16,151	247,444
Capital assets, net	117,227	(15,764)	-	101,463

5. PENSION PLANS

A. Louisiana District Attorney's Retirement System

Plan Description. The District Attorney and assistant District Attorneys are members of the Louisiana District Attorneys Retirement System (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

Assistant District Attorneys who earn, as a minimum, the amount paid by the state for assistant District Attorneys and are under the age of 60 at the time of original employment and all District Attorneys are required to participate in the System. For members who joined the System before July 1, 1990, and who elected not to be covered by the new provisions, the following applies: Any member with 23 or more

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Notes to the Financial Statements
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years of creditable service regardless of age may retire with a 3 percent benefit reduction for each year below age 55, provided that no reduction is applied if the member has 30 or more years of service. Any member with at least 18 years of service may retire at age 55 with a 3 percent benefit reduction for each year retiring below the age of 60. In addition, any member with at least 10 years of service may retire at age 60 with a 3 percent benefit reduction for each year retiring below the age of 62. The retirement benefit is equal to 3 percent of the member's average final compensation multiplied by the number of years of his membership service, not to exceed 100 percent of his average final compensation.

For members who joined the System after July 1, 1990, or who elected to be covered by the new provisions the following applies: Members are eligible to receive normal retirement benefits if they are age 60 and have 10 years of service credit, are age 55 and have 24 years of service credit, or have 30 years of service credit regardless of age. The normal retirement benefit is equal to 3.5 percent of the member's final-average compensation multiplied by years of membership service. A member is eligible for early retirement if he is age 55 and has 18 years of service credit. The early retirement benefit is equal to the normal retirement benefit reduced 3 percent for each year the member retires in advance of normal retirement age. Benefits may not exceed 100 percent of average final compensation. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana District Attorneys Retirement System, 2109 Decatur Street, New Orleans, Louisiana 70116-2091, or by calling (504) 947-5551.

Funding Policy. Plan members are required by state statute to contribute 7.0 percent of their annual covered salary and the District Attorney is required to contribute at an actuarially determined rate. The current rate is 3.75 percent of annual covered payroll. Contributions to the System also include .2 percent of the ad valorem taxes collected throughout the state and revenue sharing funds as appropriated by the legislature. The contribution requirements of plan members and the District Attorney are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the result of the valuation for the prior fiscal year. The District Attorney's contributions to the System for the years ending December 31, 2004, 2003, and 2002 were \$3,676, \$0, and \$0, respectively, equal to the required contributions for each year.

B. Parochial Employees' Retirement System of Louisiana (PERS)

Plan Description. Substantially all employees, exclusive of the District Attorney and the assistant District Attorneys of the District Attorney's office are members of the Parochial Employees' Retirement System of Louisiana (System), a cost-sharing multiple-employer defined benefit pension plan administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All participating employees of the District Attorney are members of Plan A.

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All permanent employees working at least 28 hours per week who are paid wholly or in part from parish funds and all elected parish officials are eligible to participate in the System. Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 percent of their final-average salary for each year of creditable service. However, for those employees who were members of the supplemental plan only prior to January 1, 1980, the benefit is equal to one percent of their final average salary plus \$24 for each year of supplemental-plan-only service earned prior to January 1, 1980. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above and do not withdraw their employee contributions may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established by state statute.

The system issues an annual publicly available report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Parochial Employees' Retirement System of Louisiana, Post Office Box 14619, Baton Rouge, Louisiana, 70898-4619, or by calling (225) 928-1361.

Funding Policy. Under Plan A, members are required by state statute to contribute 9.5% of their annual covered salary and the District Attorney of the Thirty-First Judicial District is required to contribute at a statutory rate based on actuarially determined computations. The current rate is 11.75% of covered payroll. Contributions to the System also include one-fourth of one percent of the taxes shown to be collectible (except for Orleans and East Baton Rouge parishes) by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the District Attorney of the Thirty-First Judicial District are established and may be amended by state statute. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the result of the valuation for the prior fiscal year. The District Attorney of the Thirty-First Judicial District's contribution to the System under Plan A for the year ending December 31, 2004, 2003 and 2002 was \$28,088, \$14,596, and \$4,402, respectively, equal to the required contribution for each year.

6. CONTINGENCIES

The District Attorney participates in a number of federal and state financial assistance programs. These programs are subject to further financial and compliance audits by the grantor agencies. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time. Based on prior experience, the District Attorney feels such amounts, if any, would be immaterial to the financial statements.

**DISTRICT ATTORNEY OF THE THIRTY-FIRST
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Notes to the Financial Statements
As of and for the Year Ended December 31, 2004

7. EXCESS OF EXPENDITURES OVER APPROPRIATIONS

The following individual funds had actual expenditures over budgeted appropriations for the year ended December 31, 2004:

<u>Fund</u>	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual Amount</u>	<u>Unfavorable Variance</u>
General	\$ 868,500	\$ 868,500	\$ 1,202,989	\$ 334,489
Title IV-D	64,150	64,150	65,185	1,035
Drug Forfeiture	24,200	24,200	32,497	8,297

All of the above unfavorable variances were funded by either current year excess of revenues over budgeted amounts or prior year fund balances.

8. ON-BEHALF PAYMENTS FOR FRINGE BENEFITS AND SALARIES

The Jefferson Davis Parish Police Jury's General Fund and Criminal Court Fund, and the State of Louisiana pay a portion of the salaries and benefits of the District Attorney's office. These on-behalf payments have been recorded in the accompanying financial statements, in accordance with Governmental Accounting Standards Board Statement 24 as intergovernmental revenues and expenditures as follows:

Intergovernmental Revenues:	
State	\$ 159,530
Parish	270,645
Total	<u>\$ 430,175</u>
Expenditures:	
Salaries and related benefits	<u>\$ 430,175</u>

The above amounts include \$0 paid to the District Attorneys Retirement System and \$28,088 paid to the Parochial Employees' Retirement System of Louisiana for pension contributions for the District Attorney's employees.

10. RELATED PARTY TRANSACTIONS

Certain operating expenditures of the District Attorney's office have been reimbursed by the Parish Police Jury, as required by Louisiana law, and are included in the accompanying financial statements as expenditures. The reimbursements paid by the Police Jury are recorded as intergovernmental revenue in the accompanying financial statements. These expenditures include among other things the provision of

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Notes to the Financial Statements
As of and for the Year Ended December 31, 2004

office facilities including utilities and insurance. These expenditures have been recorded in the financial statement as follows:

Salaries and related benefits	\$ 6,199
Communications	46,628
Office Supplies	36,751
Total	\$ <u>89,578</u>

Accounts receivable for related amounts at year end amounted to \$17,746.

11. RISK MANAGEMENT

The District Attorney's office is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District Attorney carries commercial insurance for errors and omissions. All other risks of loss are covered by commercial insurance provided by the Police Jury. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

12. CHANGES IN ACCOUNTING PRINCIPLES

In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. Certain of the significant changes in the Statement include the following:

- 1) For the first time the financial statements include:

Government-wide financial statements prepared using full accrual accounting for all of the District Attorney's activities.

- 2) A change in the fund financial statements to focus on the major funds

These and other changes are reflected in the accompanying financial statements including the notes to financial statements for the first time beginning in fiscal year 2004.

REQUIRED SUPPLEMENTAL INFORMATION

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
GENERAL FUND
Budgetary Comparison Schedule
For the Year Ended December 31, 2004

Schedule 1

	Budgeted Amounts		Actual Amounts	Variance With Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Commissions on fines and forfeitures	\$ 290,000	\$ 290,000	\$ 371,169	\$ 81,169
Intergovernmental revenues:				
Federal	35,000	35,000	33,583	(1,417)
State	160,000	160,000	184,530	24,530
Parish	360,000	360,000	610,729	250,729
Charges for services	3,000	3,000	1,750	(1,250)
Interest earnings	8,000	8,000	3,679	(4,321)
Other revenues	500	500	1,474	974
				-
Total Revenues	<u>856,500</u>	<u>856,500</u>	<u>1,206,914</u>	<u>350,414</u>
EXPENDITURES				
Current:				
General government - Judicial				
Salaries and related benefits	600,000	600,000	752,935	(152,935)
Advertising, dues and subscriptions	30,400	30,400	12,657	17,743
Communications	600	600	46,736	(46,136)
Repairs and maintenance	300	300	5,772	(5,472)
Professional services	5,000	5,000	9,159	(4,159)
Insurance	-	-	6,692	(6,692)
Office supplies	2,200	2,200	42,100	(39,900)
Operating supplies	4,000	4,000	7,390	(3,390)
Travel and professional development	30,000	30,000	44,088	(14,088)
Other expenditures	25,000	25,000	30,640	(5,640)
Intergovernmental expenditures:				
Distributions to other governments-LACE	106,000	106,000	235,790	(129,790)
Distributions to other agencies	40,000	40,000	-	40,000
Capital outlay	25,000	25,000	9,030	15,970
Total Expenditures	<u>868,500</u>	<u>868,500</u>	<u>1,202,989</u>	<u>(334,489)</u>
Excess (Deficiency) of Revenues over Expenditures	<u>(12,000)</u>	<u>(12,000)</u>	<u>3,925</u>	<u>15,925</u>
OTHER FINANCING SOURCES (USES):				
Operating transfers in	-	-	-	-
Operating transfers out	-	-	-	-
Total Other Financing Sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
 NET CHANGES IN FUND BALANCE	 (12,000)	 (12,000)	 3,925	 15,925
 FUND BALANCE BEGINNING OF YEAR	 <u>70,000</u>	 <u>70,000</u>	 <u>399,079</u>	 <u>329,079</u>
FUND BALANCE END OF YEAR	\$ <u>58,000</u>	\$ <u>58,000</u>	\$ <u>403,004</u>	\$ <u>345,004</u>

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
SPECIAL REVENUE FUNDS
TITLE IV-D PROGRAM FUND
Budgetary Comparison Schedule
For the Year Ended December 31, 2004

Schedule 2

	Budgeted Amounts		Actual Amounts	Variance With Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Intergovernmental revenues:				
Federal	\$ 72,000	\$ 72,000	\$ 45,409	\$ (26,591)
State	-	-	23,393	23,393
Charges for services	1,900	1,900	-	(1,900)
Interest earnings	500	500	201	(299)
Total Revenues	<u>74,400</u>	<u>74,400</u>	<u>69,003</u>	<u>(5,397)</u>
EXPENDITURES				
Current:				
General government - Judicial				
Salaries and related benefits	37,000	37,000	62,559	(25,559)
Advertising, dues and subscriptions	50	50	-	50
Communications	1,100	1,100	1,939	(839)
Office supplies	100	100	685	(585)
Operating supplies	300	300	-	300
Travel and professional development	600	600	-	600
Other expenditures	-	-	2	(2)
Intergovernmental expenditures:				
Distributions to Police Jury	25,000	25,000	-	25,000
Total Expenditures	<u>64,150</u>	<u>64,150</u>	<u>65,185</u>	<u>(1,035)</u>
Excess (Deficiency) of Revenues over Expenditures	<u>10,250</u>	<u>10,250</u>	<u>3,818</u>	<u>(6,432)</u>
OTHER FINANCING SOURCES (USES):				
Operating transfers in	-	-	-	-
Operating transfers out	-	-	-	-
Total Other Financing Sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u>10,250</u>	<u>10,250</u>	<u>3,818</u>	<u>(6,432)</u>
FUND BALANCE BEGINNING OF YEAR	<u>-</u>	<u>-</u>	<u>35,027</u>	<u>35,027</u>
FUND BALANCE END OF YEAR	<u>\$ 10,250</u>	<u>\$ 10,250</u>	<u>\$ 38,845</u>	<u>\$ 28,595</u>

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
SPECIAL REVENUE FUNDS
DRUG FORFEITURE FUND
Budgetary Comparison Schedule
For the Year Ended December 31, 2004

Schedule 3

	Budgeted Amounts		Actual Amounts	Variance With Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Commissions on fines and forfeitures	\$ 5,000	\$ 5,000	\$ 21,177	\$ 16,177
Interest earnings	6,000	6,000	1,489	(4,511)
				-
Total Revenues	<u>11,000</u>	<u>11,000</u>	<u>22,666</u>	<u>11,666</u>
EXPENDITURES				
Current:				
General government - Judicial				
Advertising, dues and subscriptions			10,974	(10,974)
Professional services	1,200	1,200	-	1,200
Office supplies	1,500	1,500	-	1,500
Travel and professional development	300	300	869	(569)
Other expenditures	16,000	16,000	20,654	(4,654)
Intergovernmental expenditures:				
Distributions to other agencies	5,200	5,200	-	5,200
				-
Total Expenditures	<u>24,200</u>	<u>24,200</u>	<u>32,497</u>	<u>(8,297)</u>
Excess (Deficiency) of Revenues over Expenditures	<u>(13,200)</u>	<u>(13,200)</u>	<u>(9,831)</u>	<u>3,369</u>
OTHER FINANCING SOURCES (USES):				
Operating transfers in	-	-	-	-
Operating transfers out	-	-	-	-
Total Other Financing Sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	(13,200)	(13,200)	(9,831)	3,369
FUND BALANCE BEGINNING OF YEAR	<u>-</u>	<u>-</u>	<u>126,510</u>	<u>126,510</u>
FUND BALANCE END OF YEAR	<u>\$ (13,200)</u>	<u>\$ (13,200)</u>	<u>\$ 116,679</u>	<u>\$ 129,879</u>

The accompanying notes are an integral part of this statement.

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
Notes to Budgetary Comparison Schedule
For the Year Ended December 31, 2004

A. BUDGETARY PRACTICES

General Budget Practices The District Attorney follows the following procedures in establishing budgetary data reported in the accompanying budgetary comparison schedule:

Pursuant to the Louisiana Government Budget Act (LSA-RS 39:1301-1314), the District Attorney is required to adopt an annual budget no later than fifteen days prior to the beginning of each fiscal year.

Each year prior to December 15th, the District Attorney develops a proposed annual budget for the general fund and all special revenue funds. The operating budget includes proposed expenditures and the means of financing them. The proposed budget is advertised as available for public inspection at least 10 days prior to final adoption simultaneously with a notice of the date of public hearing. At the conclusion of the public hearing the budget is adopted by the District Attorney through a formal budget resolution.

Appropriations (unexpended budget balances) lapse at end of fiscal year.

Encumbrance accounting, under which purchase orders are recorded in order to reserve that portion of the applicable appropriation, is not employed.

Formal budget integration (within the accounting records) is not employed as a management control device. All budgets are controlled at the object level. Budget amounts included in the accompanying financial statements include the original budget and all subsequent amendments. All budget revisions are approved by the District Attorney.

Budget Basis of Accounting All governmental funds budgets are prepared on the modified accrual basis of accounting, a basis consistent with accounting principles generally accepted in the United States of America (GAAP). Legally, the District Attorney cannot budget total expenditures and other financing uses which would exceed total budgeted revenues and other financing sources including beginning fund balance. State statutes require the District Attorney to amend the budgets to prevent overall projected revenues, expenditures, or beginning fund balance from causing an adverse budget variance of five percent or more in an individual fund. The District Attorney approves budgets at the object level and management is allowed to transfer amounts between line items within an object.

B. EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN INDIVIDUAL MAJOR FUNDS

The following budgeted major funds had actual expenditures over budgeted expenditures for the fiscal year:

Major Fund	Final Budget	Actual	Unfavorable Variance
General Fund	\$ 868,500	\$ 1,202,989	\$ 334,489
IV-D Program Fund	64,150	65,185	1,035
Drug Forfeiture Fund	24,200	32,497	8,297

Reason for unfavorable variance: General fund variance was due primarily to higher than anticipated salaries and benefits and distributions of LACE to other governments. Title IV-D Fund adverse variance was below two percent and therefore considered insignificant with respect to cause. Drug forfeiture special revenue fund variance was due to higher than anticipated advertising expenses for drug education and promotion programs.

SUPPLEMENTAL INFORMATION

JEFFERSON DAVIS PARISH SCHOOL BOARD
NONMAJOR SPECIAL REVENUE FUNDS
Combining Balance Sheet
December 31, 2004

Schedule 4

	Worthless Check Fund	Pretrial Intervention Fund	Total
ASSETS			
Cash and cash equivalents	\$ 16,621	\$ 8,107	\$ 24,728
Investments	17,411	-	17,411
Receivables:			
Due from other governments	-	-	-
TOTAL ASSETS	<u>34,032</u>	<u>8,107</u>	<u>42,139</u>
LIABILITIES AND FUND BALANCES			
Accounts payable	1,162	-	1,162
Due to other funds	-	680	680
Total Liabilities	<u>1,162</u>	<u>680</u>	<u>1,842</u>
FUND BALANCES			
Unreserved - undesignated	32,870	7,427	40,297
Total Fund Balances	<u>32,870</u>	<u>7,427</u>	<u>40,297</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 34,032</u>	<u>\$ 8,107</u>	<u>\$ 42,139</u>

JEFFERSON DAVIS PARISH SCHOOL BOARD**NONMAJOR SPECIAL REVENUE FUNDS****Combining Statement of Revenues, Expenditures, and Changes in Fund Balances****For the Year Ended December 31, 2004****Schedule 5**

	Worthless Check Fund	Pretrial Intervention Fund	Total
REVENUES			
Commissions on fines and forfeitures	\$ 36,619	\$ -	\$ 36,619
Intergovernmental revenues:			
Federal	-	-	-
State	-	-	-
Charges for services	-	16,525	16,525
Use of mone and property	213	-	213
Total Revenues	<u>36,832</u>	<u>16,525</u>	<u>53,357</u>
EXPENDITURES			
Current:			
General government - Judicial			
Salaries and related benefits	-	-	-
Advertising, dues and subscriptions	1,052	-	1,052
Communications	-	-	-
Repairs and maintenace	1,162	-	1,162
Professional services	10,700	13,880	24,580
Insurance	7,597	-	7,597
Office supplies	434	-	434
Operating supplies	-	-	-
Other expenditures	8,717	-	8,717
Capital outlay	1,935	7,000	8,935
Total Expenditures	<u>31,597</u>	<u>20,880</u>	<u>52,477</u>
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	<u>5,235</u>	<u>(4,355)</u>	<u>880</u>
OTHER FINANCING SOURCES (USES):			
Operating transfers in	-	-	-
Operating transfers out	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGES IN FUND BALANCES	5,235	(4,355)	880
FUND BALANCES BEGINNING OF YEAR	<u>27,635</u>	<u>11,782</u>	<u>39,417</u>
FUND BALANCES END OF YEAR	<u>\$ 32,870</u>	<u>\$ 7,427</u>	<u>\$ 40,297</u>

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
AGENCY FUNDS
Combining Balance Sheet
December 31, 2004

Schedule 6

	<u>Escrow Fund</u>	<u>Drug Asset Seizure Fund</u>	<u>Wothless Checks Escrow Fund</u>	<u>Total</u>
ASSETS				
Cash and equivalents	\$ 16,549	3,408,401	16,712	3,441,662
Receivables:				
Others	33	87	-	120
TOTAL ASSETS	<u>\$ 16,582</u>	<u>3,408,488</u>	<u>16,712</u>	<u>3,441,782</u>
LIABILITIES				
Due to others	\$ 16,582	3,408,488	16,712	3,441,782
TOTAL LIABILITIES	<u>\$ 16,582</u>	<u>3,408,488</u>	<u>16,712</u>	<u>3,441,782</u>

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT

AGENCY FUNDS

Schedule of Changes in Deposits Due Others

December 31, 2004

Schedule 7

	Escrow Fund	Drug Assets Seizure Fund	Worthless Checks Escrow Fund	Total
Balance at Beginning of Year	\$ 12,625	3,432,490	8,162	3,453,277
Additions:				
Restitution collected	\$ 34,206		169,887	204,093
Funds seized and auction proceeds	-	80,226	-	80,226
Interest earned	-	7,909	-	7,909
Total Additions	\$ 34,206	88,135	169,887	292,228
Deductions:				
Distributed to victims	\$ 30,249	-	118,727	148,976
Distributed to sheriff	-	30,691	5,991	36,682
Distributed to district attorney	-	21,566	36,619	58,185
Distributed to criminal court fund	-	21,566	-	21,566
Distributed to state police	-	34,008	-	34,008
Proceedings and forfeiture expenses	-	4,306	-	4,306
Total Deductions	30,249	112,137	161,337	303,723
Balance at End of Year	\$ 16,582	\$ 3,408,488	\$ 16,712	\$ 3,441,782

**OTHER REPORTS REQUIRED BY
GOVERNMENTAL AUDITING STANDARDS**

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Honorable Michael C. Cassidy
District Attorney
Thirty-First Judicial District
Jennings, Louisiana

I have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the District Attorney of the Thirty-First Judicial District, a component unit of the Jefferson Davis Parish Police Jury, as of and for the year ended December 31, 2004, which collectively comprise the District Attorney's basic financial statements and have issued my report thereon dated June 29, 2005. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether District Attorney of the Thirty-First Judicial District's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered the District Attorney of the Thirty-First Judicial District's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

This report is intended for the information of the District Attorney, management, others within this organization, and the Louisiana Legislative Audit Advisory Council and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

Mike B. Gillespie, CPA, APAC

Jennings, Louisiana

June 24, 2005

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended December 31, 2004

SECTION I - SUMMARY OF AUDITOR'S RESULTS

1. The auditor's report expresses an unqualified opinion on the financial statements of the District Attorney of the Thirty-First Judicial District.
2. No reportable condition were disclosed during the audit of the financial statements as is reported in the Independent Auditor's Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards.
3. No instances of noncompliance material to the financial statements of the District Attorney of the Thirty-First Judicial District, which would be required to be reported in accordance with Government Auditing Standards, were disclosed during the audit.
4. Since the District Attorney of the Thirty-First Judicial District did not require a Single Audit, a report on reportable conditions concerning internal control over major federal award programs was not applicable.
5. Since the District Attorney of the Thirty-First Judicial District did not require a Single Audit, an auditor's report on compliance for the major federal award programs was not applicable.
6. Since the District Attorney of the Thirty-First Judicial District did not require a Single Audit, a report of audit findings relative to the major federal award programs was not applicable.
7. A management letter was not issued.
8. The programs tested as major programs included:

<u>CFDA No.</u>	<u>Program Name</u>
Not applicable	Not applicable

9. The threshold used for distinguishing between Type A and B federal award programs was not applicable.
10. A statement as to whether the auditee qualified as a low-risk auditee under OMB Circular Q-133 was not applicable.

SECTION II – INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMENTS

Reportable Conditions – Current Year Findings:

No findings to report.

Reportable Conditions – Prior Year Findings:

No findings to report.

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended December 31, 2004

**SECTION III –INTERNAL CONTROL AND COMPLIANCE MATERIAL TO MAJOR
FEDERAL AWARDS**

Not applicable since the auditee did not require a Single Audit.

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
Jennings, Louisiana

SCHEDULE OF PRIOR YEAR AUDIT FINDINGS
For the Year Ended December 31, 2004

SECTION I – Internal Control and Compliance Material to the Financial Statements:

No findings reported.

SECTION II - Internal Control and Compliance Material to the Federal Awards:

No findings reported.

SECTION III – Management Letter:

No findings reported.

DISTRICT ATTORNEY OF THE THIRTY-FIRST JUDICIAL DISTRICT
Jennings, Louisiana

MANAGEMENT'S CORRECTIVE ACTION PLAN FOR CURRENT YEAR AUDIT FINDINGS
For the Year Ended December 31, 2004

Section I- Internal Control and Compliance Material to the Financial Statements:

No findings reported.

Section II- Internal Control and Compliance Material to Federal Awards:

No findings reported.

Section III- Management Letter:

No findings reported.